



CITY OF HOUSTON

Job Posting

1	Applications accepted from:	ALL PERSONS INTERESTED
2	Job Classification	ENVIRONMENTAL INVESTIGATOR I (Multiple)
3	Posting Number	PN# 109416
4	Department	Health & Human Services Department
5	Division	Environmental Health
6	Section	Occupational Health
7	Reporting Location	7411 Park Place*
8	Workdays & Hours	M - F, 8 a.m. - 5 p.m.*
		*Subject to change

ALL HEALTH DEPARTMENT EMPLOYEES ARE CONSIDERED TO BE ESSENTIAL PERSONNEL. DURING EMERGENCIES, EMPLOYEES ARE REQUIRED TO REPORT TO THEIR SUPERVISOR FOR DUTY ASSIGNMENTS AND SCHEDULING.

9DESCRIPTION OF DUTIES

Performs basic technical inspections and investigative work relative to the detection, analysis and elimination or control of environmental pollutants and contaminants.

CORE FUNCTIONS

- Conducts environmental quality inspections in either residential and/or commercial establishments, or both, using air sampling equipment to evaluate health hazards.
- Conducts inspections of commercial establishments and places of employment in response to complaints regarding alleged violations of the smoking ordinance. Enforcement action is taken when violations are observed.
- Perform calculations to interpret field and laboratory data. Prepare written reports that document findings of investigations and correspondence.
- Respond to local emergencies such as medical waste/infection control, indoor air monitoring, and wipe sampling.
- Perform telephone duties including receiving and documenting complaints/queries/questions and disseminate pertinent information/direction concerning health hazards, City policies, OSHA regulations, ordinances, and codes.

WORKING CONDITIONS

The position routinely requires lifting of moderately heavy items, such as typewriters or records boxes (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Bachelor degree in Chemistry, Biology, Environmental Health Engineering or a closely related degree.

MINIMUM EXPERIENCE REQUIREMENTS

None

MINIMUM LICENSE REQUIREMENTS

Must have a valid Texas Driver's License and comply with the City of Houston's Policy on driving (AP 2-2).

PREFERENCES

- Must be capable of passing a medical exam and wearing a respirator.
- Willingness to respond to after hour and weekend emergencies.

SELECTION/SKILLS TESTS REQUIRED

None

SAFETY IMPACT POSITION

☒ Yes ☐ No

This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

SALARY INFORMATION

GENERAL FUNDED POSITION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:

Salary Range - Pay Grade 14
\$861- \$1,559 Biweekly \$22,386 - \$40,534 Annually

OPENING DATE

March 15, 2006

CLOSING DATE

March 21, 2006

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1st floor. Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

An equal opportunity employer